

Minutes from a Meeting of the Concordia Council on Student Life
Held on September 18, 2009
SGW Campus H-769, 10 am

PRESENT: Ms. Elizabeth Morey (Chair), Ms. Lauren Broad (Secretary), Mr. Gerald Beasley, Dr. Donald Boisvert, Ms. Claudie Boujaklian, Mr. Jean Brisebois, Mr. Roger Côté, Ms. Melanie Drew, Ms. Angela Ghadban, Ms. Marlene Gross, Ms. Katherine Hedrich, Mr. Daniel Houde, Mr. Auob Muntasar, Mr. Prince Ralph Osei, Ms. Amanda Paquin, Ms. Dale Robinson, Mr. Adrien Severyns, Ms. Katie Sheahan, Ms. Stephanie Siriwardhana, Ms. Laura Stanbra, Ms. Brigitte St-Laurent, Ms. Lorraine Toscano, Mr. Mohammad Faisal Uddin.

ABSENT WITH REGRETS: Dr. Catherine Bolton, Ms. Johanne De Cubellis (on behalf of Ms. Marilyn Lessard), Ms. Rose Wangechi.

ABSENT: Mr. Manu Jain.

GUESTS: Mr. Jonathan Elston, Ms. Louyse Lussier.

1. APPROVAL OF AGENDA

The Chair called the meeting to order. Dr. Boisvert moved to approve the agenda. Ms. Stanbra seconded the motion.

The motion passed unanimously.

2. INTRODUCTIONS & REMARKS FROM THE CHAIR

The Chair welcomed everyone to the first CCSL meeting of the 2009-2010 academic year. All members of the Council introduced themselves and briefly stated what they hoped to achieve at CCSL. The Chair congratulated the students on the success of Orientation. She wished to report about the "We Value..." campaign that would be launched the following week. The campaign, designed to promote respect and celebrate diversity at the University, would be financed from the previous year's CCSL Special Projects Fund. The decision to use the remaining funds for this campaign was made with the support of the Concordia Student Union (CSU) and the Graduate Students' Association (GSA). Posters have been made for the campaign and are available to all departments who want one designed with what they value. Monthly professional development workshops are planned for the year and will conclude with a workshop in May 2010 to explore dealing with diversity on campus and to prompt discussion on where to go from here. The Chair thanked the Bookstore for donating several prizes to be distributed throughout the year-long campaign. The campaign website was scheduled to launch the following week and the Chair encouraged everyone to participate by sending a statement of what they value to be posted on the site. The Chair reported that the remaining funds may also be allocated to support the introduction of a co-curricular report software that will allow students to gain recognition for activities outside of the classroom, such as volunteering. This software will fall in line with the goals outlined by the President of the University in the Strategic Plan. She also noted that it is important for members of CCSL to be involved in the University's Strategic Planning and proposed the possibility of forming a sub-committee to address these issues. The Chair reminded the Council of the annual Shuffle taking place on September 25, 2009 to raise funds for students at the University.

3. APPROVAL OF MINUTES FROM THE MEETING OF APRIL 3RD, 2009

Ms. Sheahan moved to approve the minutes from April 3, 2009 and Mr. Côté seconded the motion.

The motion passed unanimously.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Housing and Job Bank – Final Annual Report

Mr. Elston, Coordinator of the CSU Housing and Job Bank (HOJO), presented the HOJO Final Financial Annual Report (2008-2009). He reminded the Council that the report given at the final CCSL meeting in April 2009 did not include the entire fiscal year. A summary sheet was distributed that included the updated budget and expenses for the 2008-2009 academic year. He also noted that the HOJO statistics for March, April and May

2009 were not included in last year's report, however these are not typically busy months. Mr. Elston said that he could present the missing information at the next CCSL meeting, or he could send it out via email to the Council members. He summarized the HOJO financial report and opened the floor to questions. Dr. Boisvert asked if the \$15,000 in funding from the CCSL has been consistent for several years and Mr. Elston confirmed that this was correct. Mr. Côté asked if the report had been reviewed by any members of CCSL prior to the meeting. Ms. St-Laurent said that she and Ms. Ghadban had reviewed the report as members of the HOJO sub-committee. Mr. Osei expressed his thanks on behalf of the CSU for the contribution from CCSL.

5. REPORTS AND ITEMS OF INFORMATION

5.1 Sub-committees

CCSL Special Projects

As the Chair of the CCSL Special Projects sub-committee, Ms. Stanbra summarized the outcome from the 2009-2010 academic year: sixty-six projects were funded and approximately \$120,000 was distributed. The \$30,000 remaining in the fund has been earmarked for the "We Value..." Campaign and the co-curricular software mentioned earlier by Ms. Morey. Several improvements had been implemented to the Special Projects, such as expanding awareness of the fund to the student body. Ms. Stanbra noted that there would be two deadlines for applications: October 16, 2009 and February 12, 2010. All submissions will be through the online system on the Dean of Students website. The sub-committee reviewed the guidelines of the Special Projects and had two major recommendations for the Council. Several applications were received for projects that would take place in the summer of the following fiscal year. Under the present guidelines, these projects would be denied and the applicant would be told to re-submit in the next year. It was suggested that if there were funds remaining after all other projects had been reviewed, these projects could be reconsidered to determine if they should receive funding. The second recommendation made was to allow approved applicants to be reimbursed for food and non-alcoholic beverages, which are a major expense for many groups. Ms. Stanbra added that a summary of the projects from last year would be made available to the Council at the next meeting.

CCSL Awards

As Chair of the CCSL Awards sub-committee, Ms. Morey reported that at the end of every academic year, the CCSL Awards night honours students, staff and faculty who have made a significant contribution to student life at the University. She reported that in the past year, a Volunteer Recognition certificate had been introduced at the CCSL Awards and that the sub-committee had received more nominations for this recognition than the Student Life awards. This year the sub-committee will be asked to review the CCSL Awards process and to determine if it should include the Volunteer Recognition in future years.

Campus Wellness Committee/Healthy Campus Initiative

The Chair reported that the Campus Wellness Committee/Healthy Campus Initiative sub-committee had not been active for several years due to lack of interest from the Council members. She asked the Council to notify Ms. Broad if they would like to participate and it would be reviewed at the next meeting.

Housing and Job Bank

As Chair of the Housing and Job Bank sub-committee, Ms. St-Laurent said that there was no more to report following Mr. Elston's presentation on the Housing and Job Bank.

Committee on Communication & Awareness Raising of the Student Services Sector

As Chair of the Committee on Communications & Awareness Raising of the Student Services Sector, Ms. Sheahan reminded the Council that the sub-committee had been created by CCSL two years ago. Last year the sub-committee was restricted due to the limited participation of students and a very extensive mandate at CCSL. Ms. Sheahan noted the following objectives of the sub-committee: to develop the Student Services website to harmonize the various websites of the six Student Services areas; to take a multi-media approach to promote the sector; to gain sponsorship from several high-profile areas within the University; to have an on-going plan to review the nature and method of publishing information within the sector, not only for the value of education, but also to be sustainable and to remain within the budget. Ms. Sheahan added that the role of the sub-committee and of CCSL is to identify ways to communicate in an engaging manner so that students are aware early in their student career of the value of the services available to them.

6. NEW BUSINESS

The following upcoming events were reported by members of the Council:

The Concordia University Student Parents Centre (CUSP), Welcome to student parents: September 18, 2009 3-7pm.

Family Day, organized by Advancement & Alumni: September 22 at the Loyola campus.

The Student Services Open House: September 29, 2009 10am-3pm at the Loyola campus.

Depression Screening Day: October 1, 2009 10am-3pm

Career & Placement Services (CAPS) Career Fair: October 6, 7, 8, 2009.

Volunteer & Leadership Fair: October 13, 2009 10am-3pm

CCSL Special Projects Application Deadline: October 16, 2009.

Financial Aid & Awards Office, accepting applications through the portal:

For international undergraduate students: deadline October 15, 2009

For international graduate students: deadline September 30, 2009

For all returning undergraduate students, in-course bursary: deadline October 18, 2009.

Mr. Osei was happy to announce that the CSU, with the support of CCSL, ASFA and the University, would be welcoming Nobel Peace Prize winner Dr. Wangari Maathai as part of the CSU Speaker Series on September 28, 2009 in H-110. He invited all members of CCSL, and extended the invitation to the reception that would follow.

Ms. Sheahan reported that the year had started enthusiastically for Recreation & Athletics. She encouraged everyone to attend the many upcoming sports events. The Sports Hall of Fame reception would take place on September 25, 2009 to start Homecoming weekend, followed by the Homecoming football game at 1pm on September 26, 2009.

Mr. Côté reminded the Council that the new JMSB building, MB, would be opening the following week and he encouraged everyone to attend. He reported that the completion of the construction on rue de Maisonneuve and the tunnel were scheduled for December 2009. He noted that it is not odd for such large endeavors to cause disruptions, but he was confident that it would create much needed space for students to enjoy. Mr. Côté wished to encourage the CCSL to become involved in the development of the University's Strategic Plan, which has student development at its core. He promoted the idea of exploring whether or not CCSL wished to create a sub-committee dedicated to keeping the Council up to date with developments in the Strategic Planning.

Ms. Drew notified the Council that Health Services would be moving into the GM building in December 2009 in order to accommodate the expanding department. She also wished to encourage the student representatives from the CSU and the GSA to consider students in residence when looking for participation in or help with University events. Ms. Drew would link the groups to one of the coordinators of Residence Life. Another issue raised by Ms. Drew was that of the ever growing worry about the H1N1 flu virus. She had been invited to join an emergency management team to review the issue. A discussion ensued about the University's plan on how to handle an outbreak on either campus. Ms. Drew began by informing the Council of the realities of the virus, noting that many who become infected do not suffer from severe symptoms. Although concern is real, she reassured the Council that discussions were taking place to ensure the University community's safety. The question was raised about whether or not the University would change or cancel classes in face of an outbreak of the virus. Mr. Côté confirmed that the University already has an emergency action plan, which would include dealing with such a situation. He reiterated the University's commitment and plans to communicate all important information with the students, staff and faculty. Ms. Boujaklian noted that hand sanitizer dispensers have been strategically placed within the University, however hand washing was still the best option for avoiding picking up the virus. Ms. Stanbra added that the Student Services Directors had decided to install the dispensers throughout their departments and that she would follow up to confirm that they would be installed in the designated areas. The Chair agreed to follow up on behalf of the student associations regarding hand sanitizer.

Mr. Brisebois encouraged everyone to respect the signage and lights around the construction site on rue de Maisonneuve to avoid any accidents. He also reported that the Security Department would be introducing many changes in the fall, including the position of an Event Analyst. Mr. Bob Rivard will be leaving the University in December 2009 and will be replaced by Mr. Jacques Lachance. This year Security will be putting an emphasis

on prevention. Mr. Brisebois congratulated the student representatives on their organization of Orientation activities. He applauded their maturity and responsibility, noting their collaboration with Security.

Ms. St-Laurent promoted the President's Reception for new international students taking place on September 22, 2009, at which many ambassadors from various countries would be present. She also said that the Access Centre for Students with Disabilities will be undergoing updates in order to beautify the area.

Ms. Stanbra said that the Financial Aid & Awards Office (FAAO) will be moving into the GM building in December 2009. Throughout their transition, some staff will be working in the Birks Student Services Centre to ensure that their services will continue to be available to students. She was hopeful that the new area will provide a much better environment for meeting with students.

7. NEXT MEETING

The next meeting is scheduled for October 23, 2009, 10am, SGW H-769.

7. TERMINATION OF MEETING

Mr. Osei motioned to terminate the meeting. Ms. Sheahan seconded the motion.

The motion passed unanimously.